

PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Monday, May 6, 2013 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin

Present: Chair Lund, Supervisor Fewell, Supervisor Buckley, Supervisor Erickson, Supervisor Vander Leest, Supervisor Robinson (for Supervisor Evans)

Also Present: Sheriff Gossage, Cullen Peltier, Brent Miller, Supervisor Landwehr, Supervisor Campbell, Supervisor Sieber, Supervisor Van Dyck, Dan Process, Troy Streckenbach, Paul Van Noie, Jeremy Kral, Jenny Hoffman, Lynn Vanden Langenberg, Juliana Ruenzel, Doug Hartman, other interested parties, media

I. Call Meeting to Order:

The meeting was called to order by Chairman Tom Lund at 5:30 p.m.

II. Approve/Modify Agenda:

Motion made by Supervisor Erickson, seconded by Supervisor Buckley to amend the agenda holding Items 15 and 16 for one month, taking Items 32, 33, 34 and 35 together, and deleting item 36. Vote taken. MOTION UNANIMOUSLY APPROVED.

III. Approve/modify minutes of April 8, 2013.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to approve. Vote taken. MOTION UNANIMOUSLY APPROVED.

Comments from the Public - None

Vacant Budgeted Positions (Request to Fill)

1. Circuit Courts – Judicial Assistant - Vacated 4/30/13.
2. Corporation Counsel – Assistant Corporation Counsel - Vacated – To be determined.
3. Corporation Counsel – Lead Assistant Corporation Counsel - Vacated 6/4/13.
4. Health – Environmental/Lab Manager - Vacated 8/16/13.
5. Human Resources – Benefits Specialist - Vacated 5/15/13.
6. Human Services-CTC – Scheduling Specialist - Vacated 4/3/13.
7. Human Service-CTC – Behavioral Health Clinic Manager - Vacated 4/1/13.
8. Human Services-Economic Support – Economic Support Specialist (x2) - Vacated 4/15/13 & Vacated 4/30/13.
9. Human Services – Social Worker/Case Manager-Juvenile Court Intake/Disposition - Vacated 4/19/13.
10. Human Services – Social Worker/Case Manager-Long Term Care - Vacated 5/3/13.
11. NEW Zoo – Assistant Zookeeper (x2) - Vacated 5/10/13.
12. Planning and Land Services – Survey Crew Chief.
13. Public Works – Civil Engineer - Vacated 5/3/13.
14. Public Works – Highway Laborer - Vacated 12/14/12.

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to suspend the rules and take Items 1 – 14 together. Vote taken. MOTION CARRIED UNANIMOUSLY

Supervisor Buckley asked if the pay range for these positions is being evaluated or if they will be starting with the current rate. He opined that at some point they should be reviewed by Human Resources.

Supervisor Erickson asked if funds are available to fill these positions and it was indicated that any position on the agenda has been verified in the budget. Erickson also had questions related to the terminology for the position of "Corporation Counsel – Assistant Corporation Counsel - Vacated – To be determined". Lynn VandenLangenberg explained there is a situation where there is a resignation which will be internally filled which will result in a vacancy. Whether this position will be internally filled (Child Support Office) is undetermined.

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to approve Items 1 – 14.
Vote taken. Ayes: Lund, Moynihan, Erickson, Robinson, Vander Leest, Fewell
Nay: Buckley MOTION APPROVED 6 – 1

Communications

- 15. Communication from Supervisor Nicholson re: Review the ordinance/policy/county code that prohibits county employees to do lobbying own interest on county time. *Held for one month.***

a. **Closed Session** Pursuant to Wis. Stats. §19.85(1)(f): Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, data, or involved in such problems or investigations.

This item was held for one month due to Supervisor Nicholson's absence.

- 16. Communication from Supervisor Nicholson re: To invite the Deputy Corporation Counsel who prepared and advised Supervisor Steffens for the last eleven months resolution (term limits) explaining the position of the opinion. *Referred from April County Board.***

This item was held for one month due to Supervisor Nicholson's absence.

- 17. Communication from Supervisor Campbell re: Setting up a college-level internship program with one or two interns assigned to market to the public our programs and facilities. *Referred from April County Board.***

Supervisor Campbell indicated it has come to her attention there may be interns available through NWTC who could market county programs and facilities. She has contacted NWTC and a two tiered approach which would use traditional media marketing and social media marketing has been discussed. Campbell indicated that NWTC is excited about this opportunity for their students. She has discussed the possibility with Executive Streckenbach who has agreed to the idea and it is suggested that an intern program begin using the Parks Department to maximum revenue sources.

Supervisors Moynihan and Robinson agreed with the idea, suggesting that Paul Gazdik (Interim Emergency Management) who handles social media for the County through the Social Media Marketing Committee become involved.

Although Supervisor Erickson agreed with the idea, suggested the matter be referred to staff to determine any fiscal impact. Supervisor Campbell stated she was very specific when meeting with NWTC that the positions would be unpaid. Erickson also questioned whether UWGB or St. Norbert's College should be included and Supervisor VanderLeest asked that this idea be included in the directive.

Motion made by Supervisor Vander Leest, seconded by Supervisor Erickson to approve setting up a possible college-level internship program with NWTC, UWGB, and St. Norbert's with one or two interns assigned to market to the public our programs and facilities and have staff come back with fiscal impact to be available at next County Board meeting.

Vote taken. MOTION UNANIMOUSLY APPROVED

- 18. Communication from Supervisor Campbell re: To refer for review by Executive Committee and Public Safety step pay for public safety employees with possible action. *May 1, 2013 Public Safety Minutes attached with recommendation to Executive Committee.***

Supervisor Campbell opined there is a morale issue in the Public Safety Department, suggesting that step increases be reviewed so that employees can be retained, pointing out a greater cost to the county to retrain if there is turnover. Supervisor VanderLeest stated he was opposed to step increases and the idea that everyone gets the same wage, indicating that he proposes that higher performers be rewarded.

Supervisor Buckley asked that the floor be opened for public comment, stating that Supervisor VanderLeest's suggestion for rewarding high performers is short-sided. He opined it would take years to get to the point where the county can evaluate and pay on a performance level.

Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to open the floor.

Vote taken. MOTION CARRIED UNANIMOUSLY

Nicole Fumelle - 992 Stockberry Court, Howard, WI

Ms. Fumelle stated she has been an employee at the Brown County Jail for seven years. When she was hired she was told she would make a certain wage and step increases would occur. That has not happened, nor has there been any cost of living increases in the last three years, and there has been little communication as to why not. She feels that the risks of the position warrant higher pay.

Scott Brisbane, 143 Glynn Street, Green Bay, WI

Mr. Brisbane indicated his understanding is that there is money in the budget for step increases to occur, although they are not. He stated it is frightening to think that trained officers are leaving for higher pay elsewhere, leaving he and others with situations which are threatening to safety. Mr. Brisbane stated he has 15 years with Brown County and would like to stay but will not if he feels his personal safety is in jeopardy. He emphasized the cost the county will incur to rehire and train.

Carly Resch, 1328 Angel's Path, De Pere, WI

Ms. Resch stated she has been with the County for two years and was expecting a step increase in July. She stated she likes her job, although has considered taking a position with Sturgeon Bay or Oconto Police Departments as there appears to be no incentive to stay here.

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Supervisor Erickson asked what the national average of turnover for jailers is and how it compares with that in Brown County. Ms. VandenLangenberg did not have such information with her but agreed to provide it.

Supervisor Buckley indicated that the step process was put in place for a reason and should be a win/win for management and employees. He does promote a reclassification system which would promote when an employee is fully trained. He indicated there can be a liability issue if there are unhappy or unmotivated workers, also pointing out that when employees leave, the cost of retraining can be as much as what has been budgeted for step increases.

Sheriff Gossage distributed information related to training costs for Correctional Officers (attached). He reported there were two recent vacancies due to disappointment with wage increases and concern over safety issues. Gossage stated that when reviewing impact for 2013 (step increases vs training), it is cost effective to keep the step program in place. He noted that changes which occurred to Act 10 have had a very negative impact on employees.

Supervisor VanderLeest asked if the Sheriff has a way to gauge performance of employees and Gossage stated he is working on an assessment policy which would reward top performers, however, government is unlike the private sector as there are employees who are not doing their job but are still getting the same raise as someone else.

Executive Streckenbach indicated that many of the comments by Sheriff Gossage and Supervisor Buckley make sense, noting that the County Board passed a no wage increase countywide for 2012. He was aware after meeting with various department heads and staff that there are many disgruntled employees over this action.

Supervisor Erickson commended jailers for the job they do, stating they deserve to be given fair compensation, opining that the County Board does recognize there is a problem and are in agreement that something needs to be done.

Other comments by the committee resulted in Supervisor Fewell stating that changes to Act 10 have caused negative ramifications to many employees and something needs to be done to pay them adequately.

When asked by Supervisor VanderLeest what the timeline is for class and comp development, Ms. VandenLangenberg stated the plan is to have a basis by the end of December. She also indicated that a new form has been developed and 75% of employees have had a performance evaluation. She indicated that other counties are also looking at a pay for performance methodology.

Supervisor Moynihan indicated he is not willing to receive and place this matter on file, stating he agrees with some aspects of the step program.

(Supervisor Evans arrived 6:44 p.m.)

When asked by Supervisor Buckley how many counties with jails pay for performance, Gossage did not know, indicating there is not a history. Buckley stated he has discussed this issue with the Sheriff and has toured the jail, pointing out that not only this department has issues.

Supervisor Evans also stated he would not support a motion to receive and place on file. He pointed out that those employees who work 24/7 operations had an understanding of where they would be in 7 years when they were hired, however, after the seven years there are no more steps. He agrees that the County should move forward and take a deeper look at paying people in a fair and equitable manner. Supervisor Evans acknowledged there are inequities in other areas, specifically Child Protective Services and CNA's. Evans stated he would not support class and comp, but would consider merit pay increases, indicating he is not a fan of the step program.

Motion made by Supervisor Vander Leest, seconded by Supervisor Erickson to receive and place on file. Ayes: VanderLeest, Fewell

Nays: Buckley, Lund, Moynihan, Evans, Erickson

MOTION FAILED

Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to continue the existing step process for Brown County Corrections officers until a new process is created by the Human Resources Division after the Class and Comp study is completed and put in resolution form effective January, 2013.

Ayes: Buckley, Moynihan, Lund, Evans, Fewell

Nays: Erickson, VanderLeest.

MOTION APPROVED 5-3

Supervisors Buckley and Vander Leest were excused at 7:15 p.m. and Supervisor Van Dyck stepped in.

- 19. Communication from Supervisor Robinson re: Request the County Board consider the creation of an annual award that would recognize an individual, group or organization that has worked to highlight the positive impact diversity has upon our community. *Referred from April County Board.***

Supervisor Robinson distributed information relative to his communication to consider the creation of an annual award that would recognize an individual, group, or organization that has worked to highlight the positive impact diversity has upon our community (attached). He explained that the racial and ethnic composition of Brown County has changed with the minority population having increased from 8% in 2000 to 13.5% in 2012. He suggested that Brown County partner with other groups in this effort with a nominating process that is open to the entire community, that a group of people representing the award's sponsors consider all nominations, and that the criteria include an understanding of diversity that is not limited just to cultural diversity.

Supervisor Erickson suggested that in order to avoid duplication, contact be made with the Chamber of Commerce who has their own recognition awards. Supervisor Robinson agreed that the Chamber would be a good group to reach out to.

Motion made by Supervisor Fewell, seconded by Supervisor Erickson to receive and place on file. No vote taken.

Motion made by Supervisor Evans, seconded by Supervisor Fewell to refer to Supervisor Robinson and County Executive to come up with proposals. Vote taken.

MOTION UNANIMOUSLY APPROVED

- 20. Communication from Supervisor Buckley re: Review what is the work week for the 24/7 employees. *Held for two months.***

Cullen Peltier addressed the committee regarding the 24/7 work week, explaining that because of staffing levels, employees have been asked to work overtime without getting paid overtime. Scheduling is also being reviewed and an overview of a four week rotating basis was highlighted which would give employees four weekends on and four weekends off. There are pros and cons to 10 hour shifts which are being reviewed. Supervisor Erickson confirmed the schedule falls over a Sunday to Saturday time frame. Peltier noted that employee Mackey has been working on this issue with him. Further discussion resulted in a directive that Mr. Peltier continue with his work on the scheduling process and report back.

Motion made by Supervisor Erickson, seconded by Supervisor Evans to have staff continue with the scheduling process and bring back to Public Safety Committee.

Vote taken. MOTION UNANIMOUSLY APPROVED

- 21. Communication from Supervisor Erickson re: Supervisors are requesting resolutions be drawn up before the parent committee has ever looked at or discussed the topic. All resolutions should start with the committee chair or board chair or vice-chair. *Referred from March County Board.***

Supervisor Erickson explained it has been brought to his attention that many times resolutions are being requested before the parent committee has reviewed or discussed the topic which causes increased staff time. He pointed out that all resolutions should begin with the Committee Chair, Board Chair, or Vice-Chair to avoid wasteful use of time. Erickson referred to item #19 on this agenda where Supervisor Robinson used the proper process by first submitting a communication.

Lund also addressed the study time necessary to create a resolution, noting it may not be required if first discussed by committee. It was suggested the Chair draft a letter to all supervisors that there be no resolutions before this committee for action unless they have first been approved by the parent committee.

Supervisor Fewell indicated it was his understanding that any action by the Board is in fact a resolution, however, Corporation Counsel Ruenzel stated that by code a resolution is not a resolution until it is in proper format.

**Motion made by supervisor Erickson, seconded by Supervisor Moynihan that all resolution requests begin with the Committee Chair, Board Chair, or Vice Chair through a communication.
Vote taken. MOTION UNANIMOUSLY APPROVED**

- 22. Communication from County Board Chair Moynihan re: Request the Executive Committee formulate a directive in which a standing committee may endorse the nomination of citizen recognition in the form of a resolution/commendation. *Referred from March County Board.***

Chairman Lund explained this communication is an off shoot of a recent situation in which a citizen was recognized by virtue of a Director's report. He stated the request is first required to come before committee. As the Ed & Rec committee has now signed off on the report, the matter has been taken care of and all standing committee chairman are now cognizant of the process.

**Motion made by Supervisor Erickson, seconded by Supervisor Evans to receive and place on file.
Vote taken. MOTION UNANIMOUSLY APPROVED**

- 23. Communication from County Board Chair Moynihan re: Instruct I.S. to develop a "Spotlight" section on the Brown County Website which reflects a Brown County Citizen's accomplishments in volunteerism and/or philanthropic work. *Referred from March County Board.***

Moynihan explained that this communication is a request that the I.S. Department develop a "spotlight" section on the County website which will reflect a citizen's accomplishments in volunteerism and/or philanthropic work.

**Motion made by Supervisor Evans, seconded by Supervisor Erickson to receive and place on file.
Vote taken. MOTION UNANIMOUSLY APPROVED**

- 24. Communication from Supervisor Fewell re: To approve a proclamation honoring the Pulaski High School Boys Basketball Team on winning the WIAA Division 2 State Boys Basketball Championship. *Referred from March County Board.***

Supervisor Fewell requested there be a proclamation honoring the Pulaski High School Boys Basketball Team on winning the WIAA Division 2 State Boys Basketball Championship at the June

County Board meeting. Supervisor Evans asked that the Notre Dame Girls Basketball Team also be included in this proclamation. Corporation Counsel will be notified.

Motion made by Supervisor Fewell, seconded by Supervisor Evans to approve a Proclamation honoring the Pulaski High School Boys Basketball Team, with a friendly amendment that the Notre Dame Girls Basketball Team at the June County Board meeting.

Vote taken. MOTION UNANIMOUSLY APPROVED

Legal Bills

25. Review and Possible Action on Legal Bills to be paid.

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to pay.

Vote taken. MOTION UNANIMOUSLY APPROVED

Other

26. Discussion of the Chapter 4 modifications and the effects on departments that operate 24 hours per day, seven days per week. *Held for one month.*

This item was addressed above under #'s 18 & 20.

Motion made by Supervisor Erickson, seconded by Supervisor Van Dyck to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

27. **Budget Adjustment Request (13-37) Category 4: Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund): Request to transfer \$500,000 from the General Fund to be appropriated to the demolition, recycling and hazardous materials abatement for the old Mental Health Center located on St. Anthony Drive in Green Bay.**

Approval of this request will transfer \$500,000 from the General Fund to be appropriated to the demolition, recycling, and hazardous materials abatement for the old Mental Health Center located on St. Anthony Drive in Green Bay. The current unassigned fund balance reserved for contingencies has met the maximum 20 %, so general funds are available in the unassigned cash flow to be spent on non-recurring purposes.

Questions were asked related to #'s 6 & 7 of the Executive Summary involving removal of debris and crushing of concrete, masonry, and stone. Although this may be an option to be considered, it was felt these two items should go to bid rather than done internally. Supervisor VanDyck expressed a liability issue if there is pile of rubble sitting exposed. Supervisor Erickson disagreed stating the gravel will offset the cost and some of the material may be used in construction of the project. He also pointed out that the area will be fenced and there is staff available no matter how long it takes.

Supervisor Landwehr pointed out that part of the \$500,000 is to be used for asbestos abatement which will be done by outside employees. Supervisor Fewell expressed concern with taking the \$500,000 from the General Fund, only getting \$190,000 back in salvage. He also had questions related to the construction of storage buildings at \$160,000 which the county does not have. He suggested reducing the request to \$340,000.

Executive Streckenbach explained that the County has been paying storage fees for various seized assets and this is a solution to avoid a projected cost of \$1.5 to \$2 million. He pointed out this issue will have to be addressed if the project goes forward with Cardinal Management Group. He noted there was lengthy debate at both PD & T and Admin who have come forward with a plan of action.

**Motion made by Supervisor Erickson, seconded by Supervisor Evans to approve. Vote taken.
Ayes: Buckley, Erickson, Fewell, Lund, Robinson (for Evans) and VanderLeest
Abstain: Fewell
MOTION APPROVED**

Reports

28. County Executive Report. (None)

Streckenbach highlighted the following activities:

- **Fraud** – Legislation is being drafted that will allow the County to recoup and future savings should occur which would not have had the fraud gone undetected. This may allow approximately \$264,000 to fund two deputies or another Assistant DA if the Board wishes.
- **Triple AAA Rating** – Brown County was recently awarded a Triple AAA rating
- **Budget** – A goal has been set to come up with an appropriate budget and not increase tax levy and which will address compensation and equalized value. TIF districts are not ending.
- **State Legislation** – The State has passed legislation which will increase the county levy. It is necessary to keep in mind this is one-third of the budget, and that every new strategy and initiative has been included. It will be necessary to find ways to reduce the budget or increase revenue.

Motion made by Supervisor Moynihan, seconded by Supervisor Van Dyck to receive and place on file. Vote taken. MOTION UNANIMOUSLY APPROVED

29. Internal Auditor Report.

- a) Budget Status Financial Report for March, 2013.
- b) Brown County Bank Account Reconciliation Review.

Dan Process, Internal Auditor, referred to his written report, stating he has completed a review of the bank account reconciliation process for Brown County. He addressed his report including the scope, background, and fieldwork performed, along with his findings and recommendations. Process indicated that management who are responsible for bank reconciliations have been given an opportunity for review and their responses are included. He reported that staff is committed to enhancing internal controls and that nothing critical was noted during the review. He did advise the committee that ADRC was included in the review even though it is a separate legal agency.

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Resolutions, Ordinances

30. Resolution to Approve Submission Requirements for Proposed Amendments to the Annual Budget by Board Supervisors.

This resolution was reviewed and a suggestion made to change the last "THEREFORE, BE IT RESOLVED to read, "That it is desirable for Board members to submit to the Brown County Board Office in writing, any requested financial amendments to the proposed annual operating budget, including fund transfers and tax levy adjustments, approximately five business days in advance of the annual Board budget meeting, whenever possible"

Motion made by Supervisor Moynihan, seconded by Supervisor Fewell to approve. Vote taken.
Ayes: Lund, Moynihan, Erickson, Van Dyck Fewell Nays: Evans. MOTION APPROVED 5 – 1

31. Resolution re: Change in Table of Organization Neville Public Museum Curator.

Following a review of the operational needs of the Museum, a reorganization of the Curator positions is recommended to better meet the needs of the department and establish a more streamlined organization. A request was made to approve the change to the Museum Table of Organization, deleting (5.00) FTE Curator positions and adding a 1.00 FTE Assistant Director, 1.00 FTE Collections Manager, 2.00 FTE Assistant Curators, and a 1.00 FTE Education Specialist. There is no fiscal impact and funds are currently budgeted.

Motion made by Supervisor Van Dyck, seconded by Supervisor Moynihan to approve.
Vote taken. MOTION CARRIED UNANIMOUSLY

Closed Sessions:

Please note that closed session verbiage for Items 32 – 35 was read before entering into closed session.

32. Update and discussion on the prohibited practice complaint filed by the Brown County Sheriff's Department Non-Supervisory Labor Association.

33. Update and discussion on the prohibited practice complaint filed by the Brown County Airport Labor Association

Closed session on Both No. 32 and 33 above: Update, discussion and possible action on the prohibited practice complaints filed by the Brown County Sheriff's Department Non-Supervisory Labor Association and the Brown County Airport Labor Association, pursuant to Wis. Stats. §19.85 (1) (e) and (g) deliberating or negotiating the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Reconvene in open session:

- a. Update, discussion and possible action on the prohibited practice complaints filed by the Brown County Sheriff's Department Non-Supervisory Labor Association.
- b. Update, discussion and possible action on the prohibited practice complaints filed by the Brown County Airport Labor Association.

Agenda item:

34. Update and discussion on the two Appeals Cases regarding Green Bay Professional Police Association, et al v. City of Green Bay and Brown County, Court of Appeals Case No. 2013 AP 269 (Writ of Mandamus) and Case No. 2013 AP 270 (Wis. Stat. §111.70(4)(mc)6).

Closed Session on No. 34 above: Update and discussion on the two Appeals Cases regarding Green Bay Professional Police Association, et al v. City of Green Bay and Brown County, Court of Appeals Case No. 2013 AP 269 (Writ of Mandamus) and Case No. 2013 AP 270 (Wis. Stat. §111.70(4)(mc)6), pursuant to Wis. Stats. §19.85 (1) (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Reconvene in open session:

- a. Update, discussion and possible action on the two Appeals Cases regarding Green Bay Professional Police Association, et al v. City of Green Bay and Brown County, Court of Appeals Case No. 2013 AP 269 (Writ of Mandamus) and Case No. 2013 AP 270 (Wis. Stat. §111.70(4)(mc)6).

Agenda item:

- 35. Update and discussion on the employee Grievances filed with the County involving work related issues in department.**

Closed Session on No. 35 above: Update and discussion on the Grievances filed with the County involving work related issues in department, pursuant to Wis. Stats. §19.85 (1) (e) and (f) deliberating or negotiating the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and considering personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, data or involved in such problems or investigations.

Motion made by Supervisor Erickson, seconded by Supervisor Moynihan to enter into closed session.

Roll Call: Lund, Moynihan, Erickson, Evans, Van Dyck, Fewell

Excused: Buckley, Vander Leest

Vote taken. MOTION UNANIMOUSLY APPROVED

Reconvene in open session:

- a. Update, discussion and possible action on the employee Grievances filed with the County involving work related issues in department.

Motion made by Supervisor Erickson, seconded by Supervisor Moynihan to return to regular order of business.

Roll Call: Lund, Moynihan, Erickson, Evans, Van Dyck, Fewell

Excused: Buckley, VanderLeest

Vote taken. MOTION UNANIMOUSLY APPROVED

Agenda Item:

- 36. Discussion and possible action as to competitive bargaining of salary and compensation for positions in human services department. *Referred from April 24, 2013 Human Services meeting, minutes attached.***

Closed Session on No. 36 above: Discussion as to competitive bargaining of salary and compensation for positions in human services department, pursuant to Wis. Stat. § 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

This item deleted was deleted from the agenda. See Item II above.

Other

- 37. Such other matters as authorized by law. *None.***

38. Adjourn

**Motion made by Supervisor Fewell, seconded by Supervisor Van Dyck to adjourn at 8:55 p.m.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio
Recording Secretary

Rae G. Knippel
Transcriptionist

TRAINING COSTS ASSOCIATED WITH CORRECTIONAL OFFICERS

Starting wage for a Correctional Officer is \$18.83 per hour. Top wage, which is obtained after 6 completed years, is \$23.22.

For any CO hired without the jail recruit academy, they will be required to complete it. Additionally, all new hires must complete the field training program, which is 10 weeks long.

4 weeks x 40 hours = 160 hours x \$18.83 = \$3,012.80 for jail recruit academy training.

10 weeks x 40 hours = 400 hours x \$18.83 = \$7,532.00 for the field training program.

=560 hours x \$18.83 = \$10,544.80 total 14 week training costs.

During the 14 week training period, the jail must meet minimum staffing requirements. It is estimated that during the months of May through September, when a person is not able to work in their normal shift it creates overtime about 80 to 90 percent of the time. During the months of October to April it creates overtime about 50 percent of the time.

May through September overtime costs related to staffing shortages:

14 weeks (training time) x 40 hour weeks = 560 hours x .80 (80% of time) = 448 hours of likely Overtime Costs.

448 hours x \$28.25 (\$18.83 x 1.5 (minimum overtime rate) = \$12,656 to (\$23.22 x 1.5 = \$34.83) = \$15,603.84 (448 hours x \$34.83). Additional costs for OT in May through September.

October through April overtime costs related to staffing shortages:

14 weeks (training time) x 40 hour weeks = 560 hours x .50 (50% of time) = 280 hours of likely Overtime Costs.

280 hours x \$28.25 (\$18.83 x 1.5 (minimum overtime rate) = \$7,910 to (\$23.22 x 1.5 = \$34.83) = \$9,752.40 (280 hours x \$34.83). Additional costs for OT in October through April.

Overtime costs related to staffing shortages are estimated at \$7,910 to \$15,603, depending when the shortage occurs (what month of the year) and the rate of pay for the person filling the OT.

Overall, it is estimated that a replacement will cost between \$15,000 and \$26,000 depending on when the replacement is needed (month of year), whether or not the new hire already has completed the jail academy and who is filling in the overtime created by the departure.

Proposal for an award recognizing contributing to the cause of promoting and celebrating diversity in Brown County

Background

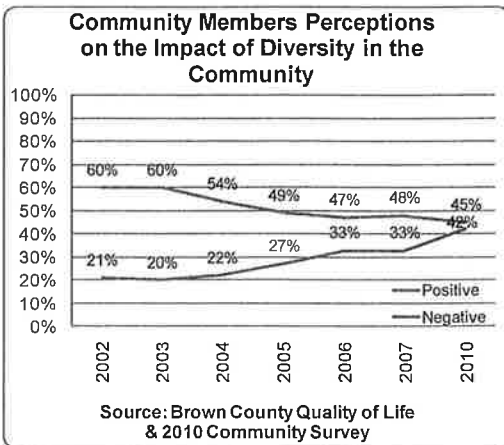
- The racial and ethnic composition of the Brown County area has changed. The minority population has grown from 8% of the population in 2000 to 13.5% in 2010. (see LIFE study data)
- Over the last eight years, the community's perception of diversity as a positive has *decreased*, while the community's perception of diversity as a negative has *increased*. (see LIFE study data)
- Diversity has a positive impact on a community:
 - "Diversity and Community in the 21st Century", Robert D. Putnam, Ph.D., Harvard Univ (cited in a 2009 Bay Area Community Council report on immigration in Brown County)
 - Creativity in general seems to be enhanced by immigration and diversity.
 - Immigration is generally associated with more rapid economic growth.
 - Wall Street Journal, 4/27/09: "Immigrants have had a disproportionate role in innovation and technology. Companies founded by immigrants include Yahoo, eBay and Google. Half of Silicon Valley start-ups were founded by immigrants, up from 25% a decade ago. Some 40% of patents in the U.S. are awarded to immigrants.....immigrants are 50% likelier to start businesses than natives." (cited in a 2009 Bay Area Community Council report on immigration in Brown County)

Summary of Proposal

- That Brown County (the Board and/or the County Executive) recognize one person or group each year who has made an outstanding and ongoing contribution to the cause of promoting and celebrating diversity in Brown County
- That Brown County look to partner with other groups in this effort
- That the process of awarding this recognition include:
 - A nominating process that is open to the entire community;
 - A group of people representing the award's sponsors that consider all nominations and select that year's recipient(s);
 - The criteria for the award could include:
 - An understanding of diversity that is not limited to just cultural diversity
 - Significant impact on the building of positive relationships between different people
 - A public ceremony where the award is conferred onto that year's recipients, allowing for the entire community to be present and/or hear about the recognition; and
 - The previous year's (or years') winners take part in the selection of the following years recipient(s).

Diversity

Figure 1



Data Highlights

For our purposes, we define diversity broadly as differences in race, ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious, or political beliefs. Here we focus on racial/ethnic and economic diversity.

Data on the gap between highest and lowest income quintiles is shown in LIFE at Work, Cost of Living.

Figure 1 One-third of community members reported that they did not have a personal relationship with someone of a different race and 45% of community members believe that the growing diversity of cultures is having a positive impact on the area, down from 60% in 2002. Forty-one percent of community members rated Brown County Good or Excellent at encouraging its residents to live in harmony with each other with diversity.

Figure 2 The racial and ethnic composition of the Brown County area has changed. The minority population has grown from 8% of the population in 2000 to 13.5% in 2010.

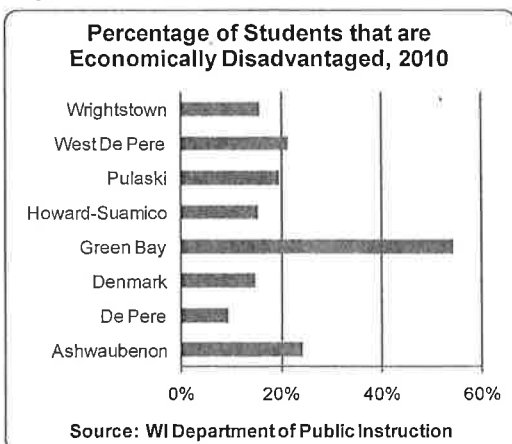
Figure 3 Statistics from area public school districts illustrate the economic differences of the Brown County area. Greater numbers of persons with low income reside in the city of Green Bay.

Figure 2

Demographic Profile, 2000-2010								
Brown County						United States		
	Population 2000	% 2000	Population 2010	% 2010	% change '00-'10	% 2000	% 2010	% change '00-'10
White	206,623	91.2%	214,415	86.5%	3.8%	75.1%	72.4%	-4%
African American	2,595	1.1%	5,491	2.2%	111.6%	12.3%	12.6%	2%
American Indian	5,186	2.3%	6,715	2.7%	29.5%	3.6%	0.9%	-75%
Asian	4,934	2.2%	6,724	2.7%	36.3%	3.6%	4.8%	32%
Other	4,363	1.9%	9,259	3.7%	112.2%	5.6%	6.4%	14%
Multi-racial	2,957	1.3%	5,403	2.2%	82.7%	2.4%	2.9%	20%
Hispanic, all races	8,694	3.8%	17,985	7.3%	106.9%	13.0%	16.3%	25%
Total	226,658		248,007		9.4%			

Source: U.S. Census

Figure 3



Progress and Concerns

Members of our multicultural community focus group listed many positive quality of life features they experience in Brown County but felt that some area leaders expressed intolerant attitudes toward diversity and that the area could elect more diverse leadership. The expert sector panel on community discussed the growing diversity of the area with concern about the emerging concentration by individuals with lower socio-economic status within the City of Green Bay (due, in part, to fewer affordable housing options in Brown County suburbs). Taken with the survey data describing the perceptions of the community and leaders (that growing diversity is seen less positively), the area must address how to enhance the inclusiveness of the community.

Alternate Shift Shedule

Brown County Public Safety
Communications

Scheduling Committee

- Scheduling committee was formed
- Employees from each shift and Leads were then selected to represent the employees on the committee
- It was decided to have the committee do research and attempt to find or create new schedule options for the Communications Center

Scheduling Committee

- Many ideas were brought to the table, and the committee eliminated schedules until only a handful were left
- That handful was then brought to the rest of the employees via survey, the employees ranked schedules based on what they saw as the most appealing
- The majority selected Schedule A as their top choice

Schedule A

- Involves 3 groups, a group of 31-10 hr shifts, a group of 23-12 hr shifts, and a small group of 6-8 hr shifts.
- Employees would work 3 weekends and then have 3 weekends off, and vice versa
- The inclusion of the 8 hr shifts was based on survey responses wanting the option for 8 hr shifts
- Originally those on 12 hr shifts would be short of hours (working 72/pay period), and would need to sign for additional shifts every pay period

Schedule A

- After a mock shift pick and feedback from emails, it was decided that employees were more inclined to take a 10 hr shift than an 8 hr shift, so they were removed
- Lastly, the 3 week rotation was changed to 4 weeks, work 4 weekends, have 4 weekends off, as opposed to getting weekends off approximately every 3-4 months as it currently stands
- After these major changes, Schedule A, ver. 2 was created

Schedule A Ver. 2

- Ver. 2 stands as two groups, a group of 30-10 hr shifts, and a group of 30-12 hr shifts. The two groups are not scheduled to work together.
- Each group works 4 weekends, and then has 4 weekends off.

10-hr Shift Schedule

First 4 weeks of rotation; weeks 1-4

"O" represents a 10 hour shift

10-hr Shift Schedule

Second 4 weeks of rotation; weeks 5-8

"O" represents a 10 hour shift

10 Hr Schedule Pros/Cons

- Pros
 - Only work 4 days in a week
 - Every 8 weeks you'll get a period working 1 of 6 days (2-1on-3)
 - Have 4 weekends off in a row
 - Lots of days off per year
 - ANY additional hours will be over 40 (OT)
- Cons
 - Longer base-shifts
 - Every 8 weeks you'll have a period working 7 of 8 days (3-1off-4)
 - Work 4 weekends in a row
 - More hours when using vacation/personal/casual

10-hr Schedule Comparison

Current 5-2, 5-3

Days worked per year – 243

Days off per year – 122

10-hr Shift

Days worked per year – 208

Days off per year – 156

Giving you 34 more days off
a year compared current
schedule.

12-hr Shift Schedule

First 4 weeks of rotation; weeks 1-4

"X" represents a 12 hour shift

SEPTEMBER 2013						
1	2	3	4	5	6	7
X	Off	Off	Off	Off	X	X
8	X	Off	Off	Off	Off	X
9	Off	Off	Off	Off	X	X
15	X	Off	Off	Off	Off	X
16	Off	Off	Off	Off	X	X
22	X	Off	Off	Off	Off	X
23	Off	Off	Off	Off	X	X
29						
30						

August 2013: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
 September 2013: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
 October 2013: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
 Uptown 2013 © 2013 Uptown LLC
 Paid time from calendar, personal, vacation, and other unpaid time on Uptown2.com

12-hr Shift Schedule

Second 4 weeks of rotation; weeks 5-8

"X" represents a 12 hour shift

SEPTEMBER 2013						
1	2	3	4	5	6	7
Off	X	X	X	Off	Off	Off
8	Off	X	X	X	Off	Off
9	X	X	X	Off	Off	Off
15	Off	X	X	X	Off	Off
16	X	X	X	Off	Off	Off
22	Off	X	X	X	Off	Off
23	X	X	X	Off	Off	Off
29						
30						

August 2013: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
 September 2013: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
 October 2013: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
 Uptown 2013 © 2013 Uptown LLC
 Paid time from calendar, personal, vacation, and other unpaid time on Uptown2.com

12-hr Schedule Pros/Cons

- Pros
 - Only work 3 days in a week
 - Every 8 weeks you'll get a period working 1 of 8 days (3-1on-4)
 - Have 4 weekends off in a row
 - Lots of days off per year
 - Never more than 3 12's in a row
- Cons
 - Longer base-shifts
 - Every 8 weeks you'll have a period working 5 of 6 days (2-1off-3)
 - Work 4 weekends in a row
 - More hours when using vacation/personal/casual
 - Work 3 12's in a row consistently
 - Lacking hours

12-hr Schedule Comparison (no OT on days off)

Current 5-2, 5-3

Days worked per year – 243

Days off per year – 122

10-hr Shift

Days worked per year – 209

Days off per year – 156

Giving you 34 more days off than current schedule

12-hr Shift

Days worked per year 157

Days off per year – 208

Giving you 86 more days off than current schedule

Combined Schedule Full Rotation

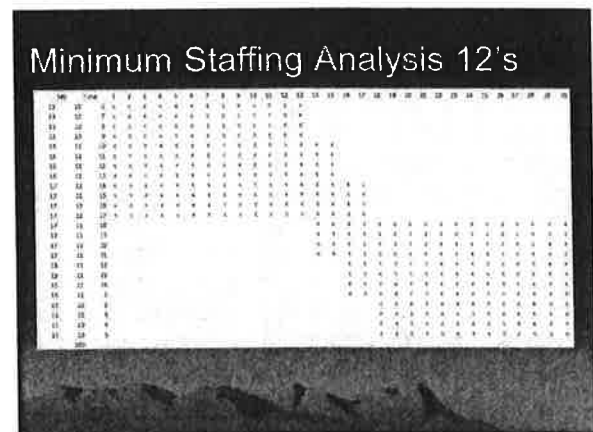
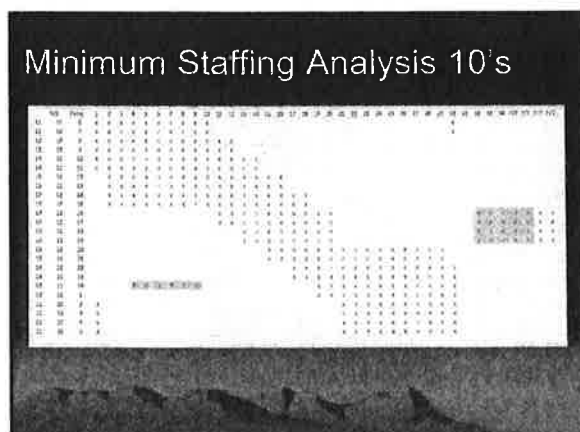
"O" represents a 10 hour shift
"X" represents 12 hour shift

SEPTEMBER 2013						
1	2	3	4	5	6	7
X	O	O	O	O	X	X
X	O	O	O	O	X	X
X	O	O	O	O	X	X
X	O	O	O	O	X	X
X	O	O	O	O	X	X
O	X	x	x	O	O	O

OCTOBER 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
O	X	X	X	O	O	O
O	X	X	X	O	O	O
O	X	X	X	O	O	O
O	X	X	X	O	O	O
O	X	X	X	O	O	O
X	O	O	O	O	X	X

Why Split 30-30?

- The idea behind the 30-30 split is to favor the 12 hr shift's day. There is no reason to have someone working a 14, so extra coverage has been built in on the day the 12's work as a buffer. There is enough coverage to allow for 5 off (FMLA, Vacation, sick) PER SHIFT before even worrying about finding coverage



Why Split 30-30?

- The 10's don't have such a buffer zone, although still adequately staffed, their days are a little tighter, it was planned this way since everyone is working a 10 hr shift on these days and can be held over for 2 if necessary.
- Also based on the feedback we have received, we are counting on at least a portion of the 12's wanting to sign for hours on their days off if they become available, which coincide with the days the 10's work

Shift Bulletin

Shift	Staff	Shift Bulletin	Shift Bulletin
10	10	10	10
11	11	11	11
12	12	12	12
13	13	13	13
14	14	14	14
15	15	15	15
16	16	16	16
17	17	17	17
18	18	18	18
19	19	19	19
20	20	20	20
21	21	21	21
22	22	22	22
23	23	23	23
24	24	24	24
25	25	25	25
26	26	26	26
27	27	27	27
28	28	28	28
29	29	29	29
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32	32	32	32
33	33	33	33
34	34	34	34
35	35	35	35
36	36	36	36
37	37	37	37
38	38	38	38
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41	41	41	41
42	42	42	42
43	43	43	43
44	44	44	44
45	45	45	45
46	46	46	46
47	47	47	47
48	48	48	48
49	49	49	49
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51	51	51	51
52	52	52	52
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54	54	54	54
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58	58	58	58
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62	62	62	62
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82	82	82	82
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92	92	92	92
93	93	93	93
94	94	94	94
95	95	95	95
96	96	96	96
97	97	97	97
98	98	98	98
99	99	99	99
100	100	100	100

Part-Timers

- There are built in spots for Part-Timers to get their 20 hours, and they will still be available to cover more hours throughout the week

Next Steps

- Conduct mock shift bulletin (May)
- Buy-in from staff (early June)
- Conduct binding shift bulletin (late June – early July)
- Cross-training of staff (July – December)
- Implement new schedule January 1, 2014

END